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MINUTES

MEDICAL STAFF CAREER SERVICE BOARD MEETING
Wednesday, 11 December 1957

Present: C/MS - Chairman Dr. Tietjen
DC/MS - Voting Member Dr. [REDACTED]
C/PD - Voting Member Dr. [REDACTED]
C/PCD - Voting Member Dr. [REDACTED]
C/TSD - Voting Member Dr. [REDACTED]
C/ASD - Executive Secretary Mr. [REDACTED]
Secretary to C/MS - Recording Secretary . . Miss [REDACTED]

25X1A9a

1. Minutes of Previous Meeting

The Minutes of the Medical Staff Career Service Board Meeting of 4 December 1957 were approved by the Members as written.

2. Promotion

The Executive Secretary read a memorandum from the Registrar requesting consideration of promotion of [REDACTED], Physical Requirements Officer, from GS-9 to GS-11. The Executive Secretary recommended approval of this promotion. However, in keeping with Medical Staff policy regarding promotions, the Members voted to promote Mr. [REDACTED] to GS-10. 25X1A9a

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3. Review of Fitness Reports

25X1A9a a. [REDACTED], GS-14, Medical Officer. During review of this Report, DC/MS noted that he had disagreed with the rating of Dr. [REDACTED]'s suitability for employment in view of his statements contained in his letter of resignation.

25X1A9a b. [REDACTED], GS-13, Medical Officer. The Executive Secretary stated this Report was completed in accordance with instructions issued by the Director of Communications. The Personnel Placement Officer will obtain a copy of these instructions for discussion at the next Career Service Board Meeting. Accordingly, the review of this Fitness Report was deferred.

25X1A9a c. [REDACTED], GS-9, Medical Technician. The Executive Secretary noted the fact that this Report was completed by Dr. [REDACTED] and reviewed by Mr. [REDACTED] Far East Medical Administrative Officer. The Board then discussed the appropriateness of this action and it was agreed that Fitness Reports should continue to be forwarded through the Senior Far East Medical Representative for his information and this practice will continue even though there is at present no incumbent in this position.

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d. The Executive Secretary briefly reviewed Fitness Reports on the following personnel:

25X1A9a [REDACTED] GS-11, Administrative Officer
[REDACTED], GS-10, Medical Technician
[REDACTED] GS-7, Medical Technician

e. Receipt of Fitness Reports on the following personnel was noted:

25X1A9a [REDACTED] GS-7, Secretary (Stenographer)
[REDACTED], GS-5, Clerk-Typist
[REDACTED] GS-5, Clerk-Typist
[REDACTED] GS-4, Clerk-Typist

4. Review of Training Evaluation Reports

C/PCD reviewed briefly the Training Evaluation Reports on the following personnel for the courses noted:

25X1A9a [REDACTED] GS-15, Medical Officer - IOC
25X1A9a [REDACTED], GS-13, Medical Officer - IOC and Operations
Support Course
25X1A9a [REDACTED] GS-13, Medical Officer - IOC
[REDACTED] Medical Officer - IOC and part
of Operations Support Course
25X1A9a [REDACTED] GS-7, Medical Technician - IOC
[REDACTED] GS-5, Clerk - Shorthand Theory Review
[REDACTED], GS-5, Secretary (Stenographer) - Clerical
Induction Course
25X1A9a [REDACTED] n, GS-3, Clerk - Clerical Induction Course
[REDACTED] GS-3, Clerk - Clerical Induction Course
[REDACTED] GS-3, Clerk - Clerical Induction Course
[REDACTED], GS-3, Clerk - Clerical Induction Course

5. Miscellaneous

25X1A9a a. The Executive Secretary reviewed a letter of commendation from
Dr. [REDACTED] on behalf of [REDACTED] GS-8, Medical Technician, 25X1A9a
for services performed while on temporary assignment to [REDACTED] 25X1A6a
25X1A9a

b. A memorandum of resignation from [REDACTED] GS-15, Medical
Officer, was reviewed.

25X1A9a c. The Executive Secretary announced the appointment of [REDACTED] 25X1A9a
[REDACTED] as a Member of the Technicians Panel replacing [REDACTED]. 25X1A9a

25X1A9a d. The Executive Secretary requested C/TSD and C/PCD give considera-
tion to recommending promotion of [REDACTED] Medical Technician, from
GS-6 to GS-7 prior to his departure for duty with Project [REDACTED] 25X1A2d1

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